

Joe and Mary have decided to split their exemptions. How would you complete Joe's Form W-4?

Scroll down to the next page to complete lines 5 and 6.

Without closing the PDF Window, return to the lesson screen and click Check My Answer.

Form **W-4**  
Department of the Treasury  
Internal Revenue Service

## Employee's Withholding Allowance Certificate

OMB No. 1545-0010  
**2005**

► **Whether you are entitled to claim a certain number of allowances or exemption from withholding is subject to review by the IRS. Your employer may be required to send a copy of this form to the IRS.**

<b>1</b> Type or print your first name and middle initial	Last name	<b>2</b> Your social security number <div style="text-align: center;">: : :</div>
Home address (number and street or rural route)		<b>3</b> <input type="checkbox"/> Single <input type="checkbox"/> Married <input type="checkbox"/> Married, but withhold at higher Single rate. <b>Note.</b> If married, but legally separated, or spouse is a nonresident alien, check the "Single" box.
City or town, state, and ZIP code		<b>4</b> <b>If your last name differs from that shown on your social security card, check here. You must call 1-800-772-1213 for a new card.</b> <input type="checkbox"/>
<b>5</b> Total number of allowances you are claiming (from line <b>H</b> above <b>or</b> from the applicable worksheet on page 2)		<div style="border: 1px solid black; padding: 2px;"><b>5</b></div>
<b>6</b> Additional amount, if any, you want withheld from each paycheck . . . . .		<div style="border: 1px solid black; padding: 2px;"><b>6</b></div> \$
<b>7</b> I claim exemption from withholding for 2005, and I certify that I meet <b>both</b> of the following conditions for exemption. • Last year I had a right to a refund of <b>all</b> federal income tax withheld because I had <b>no</b> tax liability <b>and</b> • This year I expect a refund of <b>all</b> federal income tax withheld because I expect to have <b>no</b> tax liability.  If you meet both conditions, write "Exempt" here . . . . . ►		<div style="border: 1px solid black; height: 100px; width: 100%;"></div>
Under penalties of perjury, I declare that I have examined this certificate and to the best of my knowledge and belief, it is true, correct, and complete.		<div style="border: 1px solid black; padding: 2px;"><b>7</b></div>

**Employee's signature**  
(Form is not valid unless you sign it.) ►

**Date ►**

<b>8</b> Employer's name and address (Employer: Complete lines 8 and 10 only if sending to the IRS.)	<b>9</b> Office code (optional)	<b>10</b> Employer identification number (EIN) <div style="text-align: center;">: : :</div>
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